

(REVISED 6/00)

INDIANA DEPARTMENT OF COMMERCE
ACCESS TO PUBLIC RECORDS REQUEST

Return to: General Counsel
Indiana Department of Commerce
One North Capitol, Suite 700
Indianapolis, IN 46204-2288
Fax: (317) 233-5123

NAME OF REQUESTING PARTY: _____

COMPANY (IF APPLICABLE): _____

ADDRESS: _____

PHONE NUMBER: () _____

DATE: _____ TIME (IF REQUESTING IN PERSON) _____

IDENTIFY WITH REASONABLE PARTICULARITY THE INFORMATION REQUESTED:

REASON FOR REQUEST (OPTIONAL – FOR CLARIFICATION PURPOSES):

Inter-Office Use Only

Date Request Received: _____

Employee Handling Request: _____

Department/Division: _____

Date Request Fulfilled: _____

Date Request Denied (if applicable): _____

Reason Request Denied:
